

Information Technology Policy Advisory Committee (ITPAC) Meeting Minutes September 28, 2017

Revised 11/13/17

	ITPAC Member	District /Organization	Present	Not Present
1.	Aschenaki, Michael	Lee District		✓
2.	Blum, Edward	Providence District	✓	
3.	Carlton, Dennis	Sully District	✓	
4.	Chung, Luke	Fairfax County Schools	✓	
5.	George, John	NOVA Tech Council	✓	
6.	Grams II, Richard	Mount Vernon District	✓ on phone	
7.	Hanks, John	Federation of Citizens Assoc.	✓	
8.	Hoffman, Susan	Mason District	✓	
9.	Kanter, Anne	League of Women Voters	✓	
10.	Kuppusamy, Bhaskar	Hunter Mill District		✓
11.	Lam, Steven	Braddock District	✓	
12.	Lehman, Robert	Chamber of Commerce		✓
13.	Shenoy, Nikhil Suresh	Dranesville District	✓	
14.	Walsh, Kathryn M.	At Large	✓	
15.	Yeatman, John M.	Springfield District	✓	

County Staff Present: Department of Information Technology (DIT): Wanda Gibson –DIT Director/CTO, Mike Dent, Matt Dowd, Debra Dunbar, Brian Heffern, Gordon Jarratt, Linda Moore, Mike Newburn, Melanie Quinn, Anita Rao, Afsaneh Tibbs, Woodrow Bellamy, William Bennett, Rabi Dhakal, Mike Franks, Hilde Kjersgard, Lourdes Umana. **Department of Management and Budget (DMB):** Kimberly Panzer, Devi Ogden.

ITPAC COMMITTEE MATTERS: The meeting was called to order at 8:12 a.m. Minutes from June 22, 2017 meeting were approved.

Announcements: Wanda Gibson reminded the committee of the upcoming Board of Supervisors IT Committee Meeting on October 17th, 1:00 pm to 3:00 pm. To better align and adequately cover IT governance committee work and support, DIT recommended that since the BOS IT Committee Meetings may be held at least two times a year to which ITPAC is invited, the regular ITPAC meetings schedule **would** be scheduled four times a year, which is in accordance with ITPAC's Charter. DIT also meets regularly with the Senior IT Committee.

Wanda Gibson informed ITPAC of recent DIT awards:

- Fairfax County was honored with two of the Governor's Technology awards handed out at the 2017 COVITs Conference; the first for IT as Efficiency Driver – for the Digital Courtroom Upgrade Project and the second for Innovative Use of Big Data and Analytics-Democratizing Open Data. Links to both sites will be sent to ITPAC.
- Again, for over ten consecutive years, Fairfax County was honored as a top-five technology innovator for counties its size in the Digital Counties Survey, conducted the Center for Digital Government (CDG), ranked 5th in the 2017 survey.

Ms. Gibson and Mike Dent, Chief IT Security Officer, informed ITPAC that the Board will designate October as Cyber Security Month in Fairfax County. The county's 12th annual Cyber Security Day is planned for October 27th this year; ITPAC members were invited to attend.

Ms. Gibson updated ITPAC of recent DIT staff changes; she introduced Brian Heffern, formerly a senior budget analyst with Department of Management and Budget (DMB), as the new DIT Director of Policy Planning and Administration (PP&A) and Rabindra Dhakal, as the new Fund Manager for DIT's General Fund. Kimberly Panzer and Devi Ogden, Analysts in DMB assigned to support DIT budgets were also introduced.

AGENDA

Human Services Technology Projects - Update: Debra Dunbar, DIT Director of Human Services Division, provided a status update on key Health and Human Services Technology initiatives in the IT investment portfolio - the Health and Human Services (HHS) IT Roadmap and the Health Care Service Information System (HCSIS). The HS Roadmap plan has multiple waves of activity over a five year period that culminates in a client front door concept, integrated process workflows, and data analytics, with Waves 0 and 1 underway. HHS and DIT continue their partnership with 15 local jurisdictions and the State on system access and data sharing. The Governor's Data Internship Program hosted out of George Mason University recently has joined the effort.

The Health Care Service Information System (HCSIS) project that replaces the two core legacy applications in the CSB and Health Department expects to release an RFP in the late fall of CY 2017.

PLUS Project update and Sync with Fairfax First: Gordon Jarratt, DIT Director for Strategic Initiatives, presented a summary of the status of the PLUS project and its alignment with Fairfax First. This is a strategic County initiative to implement tactical recommendations to improve the speed, consistency, and predictability of the County's development review process to enhance customer service. Gordon Jarratt noted that the Department of Planning and Zoning (DPZ) and Land Development Services (LDS) have engaged Gartner in a business process improvement effort to help define an improved customer-centric future service delivery model. The County selected and will implement the Accela software platform with the intent of using an agile development methodology. A cloud version of the software will be used for functional and technical training. Accela is a robust platform in use by many large jurisdictions across the country. Several years of significant research conducted with Gartner, various CIOs groups and other research had been conducted determining the best fit for the array of county agency stakeholders needs in its platform, and follow through with Department of Purchasing and Supply Management for available contracts.

Election Technology and DIT Support: Gordon Jarratt, also briefed ITPAC on Elections Technology and the significant DIT support involved. DIT is actively supporting the Office of Elections by providing IVR, cell phones, and radios for "ROVER" staff, and technical support for poll book system and mobile applications and election night result posting with OPA and DCCS. DIT also sets up fail over/back up sites for Elections Office redundancy during elections.

Preliminary Discussion of FY 2019 Budget Support Letter to County Executive Office (CEX): ITPAC determined that with an Interim County Executive and a new appointment for the permanent County Executive close, the Interim letter this year would serve as an introductory letter for Interim County Executive, Kirk W. Kincannon, and include an overview of ITPAC's history, purpose and work supporting IT strategy. DIT will also provide a list of issues for ITPAC's consideration as the committee prepares its FY 2019 Budget Letter to the interim County Executive. Target date for completion of a draft letter for review is for the November 2 ITPAC meeting, with delivery of ITPAC's final letter targeted for December 8, 2017 for submittal by DMB to the County Executive.

Due to lack of time the following agenda items were deferred to a future meeting:

- Library System Joint effort with FCPS
- Public Safety Communications
- DIT Alerting

The meeting was adjourned at 10:07 a.m.